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उप-खण्ड(II)

राज्य सरकार तथा अन्य राज्य प्राधिकारियों द्वारा जारी किये गये कानूनी आदेश तथा  
अधिसूचनाएं।

## JAIPUR DEVELOPMENT AUTHORITY

### NOTIFICATION

**Jaipur, June 30, 2023**

**S.O.107 .-**In exercise of the powers conferred by the Section 96 read with Section 9 of the Jaipur Development Authority Act, 1982 (Act No. 25 of 1982), the Jaipur Development Authority hereby makes the following regulations regulating the recruitment to posts in, and the conditions of service of persons appointed to the Jaipur Development Authority Class IV Services, namely:-

### **JAIPUR DEVELOPMENT AUTHORITY Class IV EMPLOYEES (RECRUITMENT & PROMOTIONS) REGULATIONS, 2023**

#### **PART-I**

#### **General**

#### **1. Short title, commencement and application.-**

- 1) These regulations may be called the Jaipur Development Authority class IV Employees (Recruitment & Promotions) Regulations, 2023.
- 2) They shall come into force with immediate effect.
- 3) These regulations shall apply to all employees appointed by the Authority and all persons holding the posts or have a lien of posts specified in Schedule attached to these regulations and unless otherwise provided not applicable to the following, namely:-
  - (i) persons appointed under sub-sections (1), (2), (3) and (4) of section 8 and sub-section (2) of section 83 of the Act;
  - (ii) persons for whom special provisions for appointment and other service conditions are made or to be prescribed either by the Government or prescribed by the Government with the consent of the Authority;

(iii) persons who are appointed by the Authority on deputation on special conditions or on contract from the Government of India or State Government or any local Authority or other Corporation or organization;

(iv) persons engaged as Work-charged, casual or on daily wages.

2. **Definitions** – In these rules unless the context otherwise requires :

- (a) **“Act”** means the Jaipur Development Authority Act, 1982 (Act No. 25 of 1982);
- (b) **“Appointing Authority”** means the Additional Commissioner (administration), Jaipur Development Authority and includes such other officer or authority who may with specially empowered by the Secretary to exercise the powers and perform the functions of the Appointing Authority;
- (c) **“Board”** means the Rajasthan Services Selection Board;
- (d) **“Committee”** means a Committee referred to in Rules No.31;
- (e) **“Direct recruitment”** means recruitment made in accordance with the procedure prescribed in Part-IV of these regulations;
- (f) **“Executive Committee”** means the Executive constituted under the section 7 of the Jaipur Development Authority Act, 1982 (Act No. 25 of 1982);
- (g) **“Government”** means the Government of Rajasthan;
- (h) **“Member of the Service”** means a person appointed to a post in the service on the basis of regular selection under the provisions of these regulations or regulations or order superseded by these regulations;
- (i) **“Schedule”** means the schedule appended to these regulations;
- (j) **“Service”** means the JDA Class IV Service;
- (k) **“Service” or “Experience”** wherever prescribed in these regulations as a condition for promotion to senior posts in case of a person holding a lower post eligible for promotion within the service from one category to another or to senior posts shall include the period for which the person has continuously worked on such lower posts after regular selection in accordance with these regulations;

**Note:** Absence during service e.g. training, leave and deputation etc. which are treated as “duty” under The Rajasthan Service Rules, 1951, shall also be counted as service for computing experience or service required for promotion;

- (l) **“State”** means the State of Rajasthan;
- (m) **“Substantive Appointment”** means an appointment made under the provisions of these regulations to a substantive vacancy after due selection by any of the methods of recruitment prescribed under these regulations and includes an appointment on probation or as probationer trainee followed by confirmation on completion of the probationary period except an urgent temporary appointment; and

(n) “Year” means the financial year.

3. **Interpretation** - Unless the context otherwise requires the Rajasthan General Clauses Act, 1955 (Rajasthan Act No. VIII of 1955) shall apply for the interpretation of these regulations as it applies for the Interpretation of a Rajasthan Act.

## **PART-II**

### **Cadre**

4. **Composition and strength of the Service-**

- (1) The nature of posts included in service shall be as specified in column No.2 of Schedule.
- (2) The Strength of the posts in the service shall be such as may be determined by the Authority or the Executive Committee from time to time: under Section 9 of the Act:

Provided that the Authority or the Executive Committee may,-

- (a) create any posts permanent or temporary from time to time as may be found necessary and may abolish any such posts in the like manner without thereby entitling any person to any compensation; and
- (b) leave unfilled or hold in abeyance or abolish or allow to lapse any post, permanent or temporary, without thereby entitling any person to any claim or compensation.

5. **Constitution of the service-** The Service shall consist of,-

- (a) all persons holding substantively the post(s) specified in Schedule attached to these Regulations on the date of commencement of these regulations; and
- (b) all persons recruited by any of the methods laid down in regulation 6 of these regulations except on urgent temporary appointment under Regulations No 35.

## **PART-III**

### **RECRUITMENT**

6. **Methods of Recruitment –**

- (1) Recruitment to the post(s) in the service after commencement of these regulations shall be made by the following methods in proportion as indicated in column 3 and 4 of Schedule:
  - (i) By direct recruitment in accordance with the procedure prescribed in Part-IV of these regulations; and
  - (ii) By promotion in accordance with the procedure as laid down in Part- V of these regulations.

- (2) Recruitment to the Service by the aforesaid methods shall be made in such a manner that persons appointed to the service by each method do not at any time exceed the percentage laid down in the Schedule of the total cadre strength as sanctioned for each category, from time to time:

**Provided that,-**

- (a) if the Appointing Authority is satisfied that suitable persons are not available for appointment by either method of recruitment in a particular year, appointment by the other method in relaxation of the prescribed proportion may be made with the approval of the Secretary in the same manner as specified in these rules,
- (b) recruitment, promotion, seniority and confirmation etc. of a person who joins the Army/Air Force/Navy during an Emergency shall be regulated by such orders and instructions as may be issued by the Government, from time to time, provided that these are regulated *mutatis mutandis* according to the instructions issued on the subject by the Government of India.

**7. Compassionate Appointment of wards of the Deceased employees of the Authority:—**

- (1) Notwithstanding anything contained in these regulations, when an employee of the Authority dies while in service, one of his/her dependents may be considered for appointment in Authority subject to the condition that employment under these regulations shall not be admissible in cases where the spouse or at least one of the sons, unmarried/married daughters, adopted son/adopted unmarried/ married daughter of the deceased employee is already employed on regular basis under the Central/any State Government/ or Statutory Board/Organization/Corporation owned or controlled wholly or partially by the Central/any State Government at the time of death of the employee of the Authority or at the time of appointment of the dependent:

Provided that this condition shall not apply where the widow seeks employment for herself.

Note:1. “Deceased Employee” means a person who was employed in connection with the affairs of the Authority and who died while in service and, who was,-

- (i) Permanent, or
- (ii) holding a post temporarily after appointment on regular basis including period of probation as probationer trainee.

2. “Dependent” means-

- (i) a spouse, or
- (ii) son including son legally adopted by the deceased employee during his/her life time, or
- (iii) Unmarried/widowed/divorced daughter including daughter legally adopted by the deceased employee during his/her life time, or

(iv) married daughter, if no other dependent of the deceased employee mentioned in clause (ii) and (iii) above is available, or

(v) mother, father, unmarried sister in case of unmarried deceased employee,

who was wholly dependent on the deceased employee at the time of his/her death.

(2) Selection of post:—

(a) dependent may be considered for appointment to a post carrying pay matrix Level-1 to Level-9 in Pay Matrix meant for being filled up by direct recruitment in the Subordinate Services/Ministerial Services/ Class-IV service, as the case may be, according to his/her educational qualification and fulfillment of other service conditions irrespective of the rank and status of the deceased employee.

Provided that in case of an Authority employee who is killed while performing his official duties, his/her dependent may also be considered for appointment to a post carrying Pay matrix Level-10 to Level-11 in Pay Matrix and meant for being filled up by direct recruitment, subject to fulfillment of the educational qualifications and other service conditions prescribed in these regulations and with the approval of Executive Committee.

(b) Once an appointment has been made on any post under these regulations, the benefit intended under these regulations shall be deemed to have been availed and the case shall not be re-opened for appointment to any other post in any circumstances.

Provided that in cases where a dependent to whom appointment is offered does not join for any reason whatsoever, another dependent who is otherwise eligible for compassionate appointment, if he applies within ninety days from the date on which the earlier appointment order was received by the appointee.

(3) Qualifications:—

- (i) The dependent should possess the qualifications prescribed for the post under these rules at the time of appointment.
- (ii) While being considered for appointment to Class IV service, the requirement of educational qualification for the post shall be dispensed with.
- (iii) Before a dependent is appointed, the Appointing Authority shall satisfy itself that he/she is otherwise fit for appointment in Authority looking to his/her character and physical fitness and fulfillment of other general conditions prescribed in these regulations.

(4) Age:— The dependent should be within the age limit prescribed for the post under these regulations at the time of appointment.

Provided that:

- (i) There shall be no upper age limit for a widow.
- (ii) The crucial date for calculating age shall be the date of receipt of application for appointment.
- (iii) The time spent in arranging suitable post shall not disqualify the dependent in case he/she becomes over-age during that period.

(5) Requirement etc:—The procedural requirement for selection such as,-

- (i) Computer qualification shall not be insisted upon at the time of appointment. The dependents of the deceased employee shall have to possess any of the computer qualification as prescribed in the relevant regulations within a period of probation, failing which his/her probation shall be deemed to be extended, unless the appointing authority terminates his/her services finding the performance wholly unsatisfactory;
- (ii) training or departmental examination or typing on computer shall not be insisted upon at the time of appointment. The dependents shall however, be required to clear such training or departmental examination or typing test on computer in one language, either in English or in Hindi, within a period of 3 years, unless the period is relaxed by Executive Committee, for entitlement for confirmation, failing which his/her appointment shall be liable to be terminated. No annual grade increments shall be allowed until he/she acquires such qualifications. On acquiring such qualification annual grade increments shall be allowed notionally from the date of appointment but no arrears will be paid.

Provided that the widow appointed under the provisions of these rules shall be exempted from having computer qualification and passing the typing test on computer.

Provided further that the persons with disabilities appointed under the provisions of these regulations shall be exempted from passing the typing test on computer.

Note: For the purpose of this regulation, the Director, Bhasha Vibhag of the Government shall conduct typing test on computer every year irrespective of the number of candidates.

(6) Procedure.-

- (a) On the death of an employee, the surviving spouse shall apply for appointment for self or another dependent.
- (b) Where the deceased employee is not survived by a spouse, the application shall be made by one of the dependents of the deceased employee and other dependents shall have to give their consent for his/her candidature. Provided that if more than one of the dependents seek employment, the Appointing Authority shall select one, keeping in view the overall interest and welfare of the entire family, particularly the minor members.
- (c) The application shall be made in a prescribed *proforma* to the Appointing Authority within a period of three months from the date of death of the employee. The applicant shall submit an affidavit in support of monthly income (from all sources) of the entire family mentioned in the application form. Provided that where the spouse does not seek appointment for herself

and even the eldest of remaining dependents has not attained the age of 18 years (intimation to this effect to be given in writing within three months of the death of the employee), the above period of limitation shall run from the date of attaining the age of 18 years by such eldest dependent.

- (d) It shall be the responsibility of the Appointing Authority to give appointment to the dependent.
- (e) In case suitable post is not vacant but some post in lower cadre is available immediately, such lower post can be offered to the applicant on '**first come first serve**' basis and the applicant shall have the option either to wait for the post applied for or to accept the lower available post. In case the applicant accepts the lower available post, he/she shall lose his/her claim for higher post applied for and his/her claim will not be kept on waiting list.

**8. Compassionate Appointment of Dependents of the Deceased/Permanently Incapacitated Armed Forces Service Personnel/Paramilitary Personnel.-**

- (1) Notwithstanding anything contained in these regulations the Appointing Authority may fill the vacancies of the,—
  - (i) posts carrying pay scale Level-1 to Level-9 in Pay Matrix meant for being filled in by direct recruitment by appointing on compassionate ground one of the dependents of a member of Armed Forces/Paramilitary Forces belonging to the State who becomes permanently incapacitated on or after 01.04.1999 in any defense operations including counter insurgency operations and operations against terrorists,
  - (ii) posts carrying pay matrix Level-10 in Pay Matrix meant for being filled in by direct recruitment by appointing on compassionate ground, one of the dependents of a member of Armed Force/Paramilitary Forces belonging to the State, who dies on or after 01.04.1999 in any defense operations including counter-insurgency operations and operations against terrorists.
  - (iii) Posts up carrying pay matrix Level-1 to Level-9 in Pay Matrix meant for being filled in by direct recruitment by appointing on compassionate ground one of the dependents of a member of Armed Forces belonging to the State, who dies or was permanently incapacitated in war or any defense operations including counter insurgency operations and operations against terrorists during the period from 01.07.71 to 31.03.99.

Subject to fulfillment of the educational qualifications and other service conditions prescribed under the relevant service rules and with the concurrence of Board of Management:

Provided that,—

- (a) If the Armed Forces/ Para Military personnel who are permanently incapacitated are capable of and desirous of obtaining employment for themselves under the Jaipur Development Authority, employment shall be given to them.

- (b) If the widow or the children of the Armed Forces / Para Military personnel who are killed or permanently incapacitated are not in a position to take up employment immediately, employment will be given to them on acquiring of eligibility for appointment.
- (2) Appointment shall be given to a dependent of Armed Forces / Para Military personnel only if any one of them has not got appointment on any post under the provisions of concerned service rules prevailing in the Government of India.
- (3) Appointment shall not be given to such dependent if any of the other dependents of the Armed Forces / Para Military personnel is already employed on regular basis under the Central / any State Government or Statutory Board Organization /Corporation owned or controlled wholly or partially by the Central / any State Government at the time of death of the Armed Forces /Para Military Personnel:
- Provided that this condition shall not apply where the widow seeks employment for herself;
- (4) Such dependent shall address an application for the purpose to the Zila Sainik Kalyan Adhikari in the case of Armed Forces and the Officer Commanding the Para Military Unit for Para Military Forces duly verified by the Head of the Unit where the deceased / permanently incapacitated member of the Armed Forces / Para Military forces was serving at the time of death / becoming permanently incapacitated. The application shall be considered in relaxation of the normal recruitment regulations subject to the condition that the dependent fulfills the academic qualification and experience, except for appointment to Class IV for which educational qualification shall be relaxed, and age limit prescribed for the post and also otherwise qualified for the Authority Service.
- (5) The application of such dependent shall be forwarded to the District Collector concerned for suitable appointment according to the qualifications possessed by the dependent. In the event of non-availability of vacancy in the District concerned, application shall be sent to the Divisional Commissioner who shall arrange appointment in any District under his jurisdiction; If vacant post is not available under the jurisdiction of the Divisional Commissioner, then the application shall be referred by the Divisional Commissioner to Government in the Department of Personnel for providing appointment. The applications shall also be referred to the Secretary, JDA.
- (6) The application shall contain the following information:-
- (a) Name and designation of deceased / permanently incapacitated Armed Forces / Para Military Force personnel;
  - (b) Unit in which he/she was working prior to death / becoming permanently incapacitated;
  - (c) Date and place of death with death certificate issued by the Authority competent to declare him/her a battle casualty or becoming permanently incapacitated; and



- (d) Name, date of birth, education qualification of the applicant and his/her relation with the deceased (with certificates).

Explanation: for the purpose of this regulation, -

- (a) “Armed Force” means the Army, Navy and Air Force of the Union;
- (b) “Dependent” means,-
- (i) Spouse, or
  - (ii) Son/adopted son, or
  - (iii) Daughter/adopted daughter, or
  - (iv) Grandson/adopted grandson, or
  - (v) Grand Daughter/adopted grand daughter, or
  - (vi) Daughter’s son/adopted grand daughter’s son, or
  - (vii) Daughter’s daughter/adopted daughter’s daughter, or
  - (viii) Brother or sister/brother’s son/brother’s daughter, sister’s son/sister’s daughter in case of unmarried deceased Armed Force/paramilitary Forces Personnel.

Note: Adoption means legally adopted son/daughter under the Hindu Adoption and Maintenance Act, 1956. For dependents of personnel belonging to other than Hindu religion, case will be referred to the Government for necessary clarification;

- (c) “Para Military Forces” means the Border Security Force, Central Reserve Police Force, Indo Tibetan Border Police and any other Para Military Force, as may be notified by the Central and State Government, from time to time.
- (d) “Permanently incapacitated” means a person who is covered under the definition of the term “person with disabilities” as provided in the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (Act No.1 of 1996).

#### 9. **Reservation of vacancies for the Scheduled Castes and the Scheduled Tribes.-**

- (1) Reservation of vacancies for the Scheduled Castes and the Scheduled Tribes shall be in accordance with the provisions of law in force for such reservation at the time of recruitment i.e. by direct recruitment and by promotion.
- (2) The vacancies so reserved for promotion shall be filled in by seniority-cum-merit.
- (3) In filling the vacancies so reserved, the eligible candidates who are members of the Scheduled Castes and the Scheduled Tribes shall be considered for appointment in the order in which their names appear in the list prepared for direct recruitment by the Examination/Selection Agency or the Appointing Authority, as the case may be, and the Departmental Promotion Committee or the Appointing Authority, as the case may be, in the case of promotees, irrespective of their relative rank as compared with other candidates.

- (4) Appointment shall be made strictly in accordance with the rosters prescribed separately for direct recruitment and promotion.
- (5) In the event of non-availability of the eligible and suitable candidates amongst the Scheduled Castes or Scheduled Tribes, as the case may be, for direct recruitment, in a particular year, the vacancies so reserved for them shall be carried forward to the subsequent three recruitment years. After the expiry of three recruitment years, such carried forward vacancies shall be filled in accordance with the normal procedure:

Provided that if recruitment is not held in any recruitment year, such recruitment year shall not be counted for the purpose of this sub-regulation:

Provided further that filling up of the vacancies in accordance with the normal procedure under this sub-regulation shall not affect the reservation of posts as per the post based roster and vacancies on the reserved posts available in the roster may be filled in from amongst the persons belonging to the Scheduled Castes or Scheduled Tribes, as the case may be, for which such vacancy is available in subsequent years.

- (6) In the event of non availability of the eligible and suitable candidates for promotion amongst the Schedule Castes or Scheduled Tribes, as the case may be, in a particular year, the vacancies so reserved for them shall be carried forwarded until the suitable Scheduled Castes or Scheduled Tribes candidate(s), as the case may be, are available. In any circumstances no vacancy for Scheduled Castes and the Scheduled Tribes candidates shall be filled by promotion from General category candidates. In exceptional cases, where in the public interest the Appointing Authority feels that it is necessary to fill up the vacant reserved post(s) by promotion from the General category candidates on urgent temporary basis, the Appointing Authority may make a reference to the Executive Committee and after obtaining prior approval of the Executive Committee, they may fill up such post(s) by promoting the General category candidates(s) on urgent temporary basis clearly stating in the promotion order that the General category candidates(s) who are being promoted on urgent temporary basis against the vacant post reserved for Scheduled Castes or the Scheduled Tribes candidates, as the case may be, shall have to vacate the post as and when the candidate(s) of that category become(s) available.

10. **Reservation of vacancies for Backward Classes and More Backward Classes.-** Reservation of vacancies for Backward Classes and More Backward Classes and shall be in accordance with the provisions of law in force at the time of direct recruitment. In the event of non-availability of eligible and suitable candidates amongst Backward Classes and More Backward Classes in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure.
11. **Reservation of vacancies for Economically Weaker Sections.-**Reservation of vacancies for Economically Weaker Sections shall be 10% in direct recruitment in addition to the existing reservation. In the event of non-availability of eligible and suitable candidate amongst Economically Weaker Sections in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure.

Explanation: For the purpose of this rule '**Economically Weaker Sections**' shall be the persons who are Bonafede resident of Rajasthan and not covered under the existing scheme of reservation for the Scheduled Castes, the Schedule Tribes, the Backward Classes, the More Backward Classes and whose family has gross annual income below rupees 8.00 lakh. Family for this purpose will include the person who seek benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years. The income shall include income from all sources i.e. salary, agriculture, business, profession etc. and it will be income for the financial year prior to the year of application.

12. **Reservation of vacancies for the Women:-**In direct recruitment, reservation of vacancies for women candidates shall be thirty percent category wise, out of which one third shall be for widows and divorced women candidates in the ratio of 80:20. In the event of non-availability of eligible and suitable candidates, either in widow or in divorcee, in a particular year, the vacancies may first be filled by interchange, i.e. vacancies reserved for widows to the divorcees or vice versa. In the event of non-availability of sufficient widow and divorcee candidates, the unfilled vacancies shall be filled by other women of the same category and in the event of non-availability of eligible and suitable women candidates, the vacancies so reserved for them shall be filled up by male candidates of the category for which vacancy is reserved. The vacancy so reserved for women candidates shall not be carried forward to the subsequent year. The reservation for women including widows and divorcee women shall be treated as horizontal reservation within the category, i.e. even the women selected in general merit of the category shall first be adjusted against the women quota.

Explanation: In the case of widow, she will have to furnish a certificate of death of her husband from the Competent Authority and in case of divorcee, she will have to furnish the proof of divorce.

13. **Reservation of vacancies for the Outstanding Sports Persons:-**Reservation of vacancies for the Outstanding Sports Persons shall be 2 % of the total vacancies in Subordinate/Ministerial and Class IV services in that year, earmarked for direct recruitment. In the event of non-availability of the eligible and suitable sports person(s) in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure and such vacancies shall not be carried forward to the subsequent year. The reservation for Sports Persons shall be treated as horizontal reservation and it shall be adjusted in the respective category to which the sportspersons belong.

Explanation: "Outstanding Sports Persons" shall mean Sportspersons who are Bonafederesident of the State of Rajasthan, and,-

- (i) represented Indian Team in individual or in team event in any international tournament/championship of any sports and games mentioned in column number 3 of

table given below organized by the international sports body mentioned in column number 2 of the said table,-

S.No.	International Sports Body	Name of the Tournament/ Championship
1	2	3
1.	International Olympic Committee [IOC]	Olympic Games (Summer)
2.	Olympic Council of Asia [OCA]	Asian Games
3.	South Asian Olympic Council [SAOC]	South Asian Games, commonly known as SAF games
4.	Commonwealth Games Federation [CGF]	Commonwealth Games
5.	International Sports Federation affiliated to IOC	World Cup/ World Champion-ship
6.	Asian Sports Federation affiliated to OCA	Asian Championship
7.	International School Sports Federation [ISSF]	International School Games Championship
8.	Asian School Sports Federation [ASSF]	Asian School Games Championship

or

(ii) medal winner in the individual or in team event in any School National Games of any Sports and Games organized by the School Games Federation of India;

or

(iii) medal winner in the individual or in team event in any national tournament/championship of any Sports and Games organized by the Indian Olympic Association or its affiliated National Sports Federation [N.S.F.];

or

(iv) medal winner in the All India inter university in individual event or in team event in any sports and games, organized by the association of Indian Universities Association;

or

(v) represented Rajasthan in individual or in a team event in national games/ national para games or national championship of any sports and games, organized by the Indian Olympic Association/Para Olympic Committee of India or its affiliated National Sports Federation.

14. **Nationality:** A candidate for appointment to the Service must be,-

- (a) a citizen of India; or
- (b) a subject of Nepal; or

- (c) a subject of Bhutan; or
- (d) a Tibetan refugee who came over to India before 1<sup>st</sup> January, 1962 with the intention of permanently settling in India; or
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka and East African countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar) Zambia, Malawi, Zaire and Ethiopia with the intention of permanently settling in India:

Provided that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favor a certificate of eligibility has been issued by the Government in the Department of Home Affairs and justice after proper verification.

**15. Conditions of eligibility of persons migrated from other countries to India.-**

Notwithstanding anything contained in these regulations, provisions regarding eligibility for recruitment to the service with regard to nationality, age limit and fee or other concessions to a person who may migrate from other countries to India with the intention of permanently settling in India shall be regulated by such orders or instructions as may be issued by the Government, from time to time and the same shall be regulated *mutatis mutanda* according to the instructions issued on the subject by the Government of India.

**16. Determination of vacancies:-**

- (1) Subject to the provisions of these regulations,, the Appointing Authority shall determine on 1<sup>st</sup> April every year the actual number of vacancies occurring during the financial year.
- (2) Where a post is to be filled in by a single method as prescribed in the Schedules, the vacancies so determined shall be filled in by that method.
- (3) Where a post is to be filled in by more than one method as prescribed in the Schedules, the apportionment of vacancies, determined under sub-regulation (1) above, to each such method shall be done maintaining the prescribed proportion for the overall number of posts already filled in. If any fraction of vacancies is left over after apportionment of the vacancies in the manner prescribed above, the same shall be apportioned to the quota of various methods prescribed in a continuous cyclic order giving precedence to the promotion quota.
- (4) The Appointing Authority shall also determine the vacancies of earlier years, year-wise which were required to be filled in by promotion, if such vacancies were not determined and filled earlier in the year in which they were required to be filled in.

**17. Age.-** A candidate for direct recruitment to the post(s) enumerated in Schedule must have attained the age of 18 years' and must not have attained the age of 40 years on the 1<sup>st</sup> day of January, next following the last date fixed for receipt of applications:

Provided that.-

- (i) The upper age limit mentioned above shall be relaxed by: -
  - (a) 5 years' in the case of male candidates belonging to the Scheduled Castes, Scheduled Tribes, Backward Classes and More Backward Classes.
  - (b) 5 years' in the case of woman candidates belonging to the General category and Economically Weaker Sections; and
  - (c) 10 years' in the case of women candidates belonging to the Scheduled Castes, Scheduled Tribes, Backward Classes and More Backward Classes.
- (ii) the upper age limit mentioned above shall not apply in the case of an ex-prisoner who had served under the Authority on a substantive basis on any post before his conviction and was eligible for appointment under these regulations;
- (iii) the upper age limit mentioned above shall be relaxed by a period equal to the term of imprisonment served in the case of other ex-prisoner was not overage before his conviction and was eligible for appointment under these Regulations;
- (iv) the upper age limit mentioned above shall be relaxed by a period equal to the service rendered in the National Cadet Corps in the case of Cadet Instructors, if the resultant age does not exceed the prescribed minimum age limit by more than three years, such candidate shall be deemed to be within the prescribed age limit;
- (v) the persons appointed temporarily to a post in the service shall be deemed to be within the age limit had they were within the age limit when they were initially appointed even though they have crossed the age limit when they appear finally before the Examination/Selection Committee or Appointing Authority, as the case may be and shall be allowed up to two chances had they been eligible as such at the time of their initial appointment;
- (vi) the upper age limit for persons serving in connection with the affairs of the State, Panchayat Samities and Zila Parishads and in the State Public Sector Undertakings /Corporation in the substantive capacity shall be 40 years;
- (vii) the Released Emergency Commissioned Officers and Short Service Commissioned Officers after released from the Army shall be deemed to be within the age limit, even though they have crossed the age-limit when they appear before the Examination/Selection Committee had they been eligible as such at the time of joining the commission in the Army;
- (viii) there shall be no age limit in case of Persons repatriated from Pakistan during the 1971 Indo-Pak War;
- (ix) that the upper age limit for the reservist namely the Defense personnel transferred to the reserve and the Ex-Service personnel shall be 50 years;
- (x) there shall be no upper age limit in the case of widows and divorced women.

Explanation:- In the case of a widow, she will have to furnish a certificate of death of her husband from the Competent Authority and in the case of divorcee, she will have to furnish the proof of divorce.

- (xi) if a candidate would have been entitled in respect of his/her age for direct recruitment in any year in which no such recruitment was held, he/ she shall be deemed to be eligible in the next following recruitment, if he/she is not overage by more than 3 years.
- (xii) the person who was within the age limit on 31-12-2020 shall be deemed to be within the age limit up to 31-12-2024.

18. **Academic and technical qualifications and experience.-** A candidate for direct recruitment to the post specified in Schedule appended to these regulations, shall possess,-

- (1) the qualifications and experience as laid down in column 5 of Schedule appended to these regulations, and
- (2) working knowledge of Hindi written in Devnagari script and knowledge of Rajasthani Culture:

Provided that the person who has appeared or is appearing in the final year examination of the course which is the requisite educational qualification for the post as specified in Schedules appended to these regulations for direct recruitment, shall be eligible to apply for the post but he/she shall have to submit the proof of having acquired the requisite educational qualification to the appropriate selection agency,-

- (i) before appearing in the main examination, where selection is made through two stages of written examination and interview;
- (ii) before appearing in interview where selection is made through written examination and interview; or
- (iii) before appearing in the written examination or interview, where selection is made through only written examination or only interview, as the case may be.

19. **Character:-** The character of a candidate for direct recruitment to the service must be such as will qualify him/her for employment in the Service. He/she must produce a certificate of good character from the Principal/Academic Officer of the University or College or School in which he was last educated and two such certificates, written not more than six months prior to the date of application, from two responsible persons not connected with his/her College or University or School and not related to him/her.

Note:(1) A conviction by a Court of law need not of itself involve the refusal of a certificate of good character. The circumstances of the conviction should be taken into account and if, they involve no moral turpitude or association with crimes of violence or with a movement which has as its object to overthrow by violent means of the Government as by law established, the mere conviction need not be regarded as a disqualification.

(2) Ex-prisoners, who by their disciplined life while in prison and by their subsequent good conduct have proved to be completely reformed, should not be discriminated against, on grounds of their previous conviction for the purposes of employment in the service. Those who are convicted of offences not involving moral turpitude shall be

deemed to have been completely reformed on the production of a report to that effect from the Superintendent, After Care Home or if there are no such Homes in a particular District, from the Superintendent of Police of that District.

(3) Those convicted of offences involving moral turpitude shall be required to produce a certificate from the Superintendent, After Care Home. if there is no such Home in particular district, from the Superintendent of Police of that district endorsed by the Inspector General of Prisons, to the effect that they are suitable for employment as they have proved to have been completely reformed by their disciplined life while in prison and by their subsequent good conduct in an After Care Home.

**20. Physical Fitness.-**

- (1) A candidate for direct recruitment to the Service, must be in good mental and bodily health and free from any mental and physical defect likely to interface with the efficient performance of his duties as a member of the Service and if selected, must produce a certificate to that effect from the Superintendent, S.M.S. Hospital, Jaipur or a Medical Officer authorized by the Commissioner, J.D.A., for the purpose. The Appointing Authority may dispense with production of such certificate in the case of a candidate who is already serving in connection with the affairs of the Authority, if he has already been medically examined for the previous appointment and the essential standards of Medical Examination of the two posts held by him are held to be comparable for efficient performance of duties of the new post and his/her age has not reduced his/her efficiency for the purpose.
- (2) The status and procedure of Medical examination shall be the same as prescribed by the Government from time to time.
- (3) Fee for the aforementioned medical examination be borne by the candidate at the rate as prescribed by the Government/Commissioner from time to time.

**21. Employment of irregular or improper means.-** A candidate who is or has been declared by the Appointing Authority, guilty of impersonation or of submitting fabricated documents or documents which have been tampered with or of making statements which are incorrect or false or of suppressing material information or of using or attempting to use unfair means in the examination or interview or otherwise resorting to any other irregular or improper means whatsoever for obtaining admission to the examination or interview, may in addition to rendering himself/herself liable to criminal prosecution, be debarred either permanently or for a specified period from employment under the Authority.

**22. Canvassing.-** No recommendation for direct recruitment either written or oral, other than that required under these rules, shall be taken into consideration. Any attempt on the part of a candidate to enlist support directly or indirectly for his/her candidature by any means may disqualify him/her for recruitment.

## **PART-IV**

### **PROCEDURE FOR DIRECT RECRUITMENT**



23. **Competitive examination, authority for conducting examination and syllabus of examination.-**The Secretary or any other officer/agency authorized by Executive Committee shall be the authority as Examination/Selection Agency for conducting the competitive examination/Selection. Examination/Selection Agency shall conduct the competitive examination in accordance with the scheme and syllabus as prescribed by the Executive Committee from time to time .

24. **Inviting of applications.-**

- (1) Application for direct recruitment to posts in the service, shall be invited by Examination/Selection Agency or the Appointing authority, as the case may be, by advertising the vacancies to be filled in, in the Official Gazette or in such other manner, as may be deemed fit. The advertisement shall contain a clause that a candidate who accepts the assignment on the post being offered to him/her shall be paid monthly fixed remuneration at the rate fixed by the Authority, from time to time, during the period of probation and the pay in the Level of Pay Matrix of the post as shown else-where in the Advertisement shall be allowed only from the date of successful completion of the period of probation mentioned in these regulations:

Provided that while selecting candidates for the vacancies so advertised, the Examination/Selection Committee or the Appointing Authority, as the case may be, may, if intimation of additional requirement not exceeding fifty percent of the advertised vacancies is received by them before the selection also select suitable persons to meet such additional requirement.

- (2) Subject to the provisions of these regulations, the Examination/Selection Agency or the Appointing Authority, as the case may be, may issue, along with the notice or in such other manner as they may deem fit, such instructions for the guidance of the candidates, as they may deem necessary, giving information, among and on the following details:-
  - (i) Number of vacancies to be filled by direct recruitment, indicating the number of vacancies reserved for candidates of Scheduled Castes, Scheduled Tribes, Backward Classes, More Backward Classes, Economic Weaker Section and women etc.;
  - (ii) Date of submission of application for permission to appear at the examination and the method of submission;
  - (iii) Qualifications required for candidates and methods by which these qualifications shall be established;
  - (iv) Date and Place of examination; and
  - (v) Syllabus of examination.

25. **Form of Application and admission to the examination.-**

- (1) The application shall be made in the form approved by the Examination/Selection Agency or the Appointing Authority, as the case may be, obtainable from the office of the Examination/Selection Agency or the Appointing Authority, as the case may

be, on payment of such fee as the Examination/Selection Agency or the Appointing Authority may, from time to time fix.

- (2) Before appearing in the examination, the candidate should ensure his/her eligibility in respect of age, educational/professional qualifications, experience. etc. as provided in the regulations. Being allowed to take the examination/ interview shall not entitle the candidate to presumption of eligibility. The Examination/Selection Agency or the Appointing Authority, as the case may be, shall scrutinize later on the applications of such candidates only as they find suitable for appointment, before preparing the list under Regulation 28.
- (3) The decision of the the Examination/Selection Agency or the Appointing Authority, as the case may be, as to the eligibility or otherwise of a candidate for admission to the examination/interview shall be final.

**26. Application Fee.-**

- (1) A candidate for direct recruitment to a post in the Service shall pay the fee, fixed by the Examination/Selection Agency or the Appointing Authority from time to time in such manner as may be indicated by them/it.
- (2) No claim for refund of the examination fee shall be entertained nor the fee shall be held in reserve for any other examination, except when the advertisement is cancelled for any reason by the Examination/Selection Agency or the Appointing Authority, as the case may be, in which case an amount, as fixed by the Examination/Selection Agency or the Appointing Authority, as the case may be, shall be deducted before the refund is made.

**27. Scrutiny of Applications and examinations.-**

- (1) The applications received by the Examination Agency/Selection Committee or the Appointing Authority which are found to be incomplete shall be rejected by them. Before appearing in the examination, it should be ensured by the candidate himself/ herself that he/she fulfils the conditions in regard to age, educational qualifications, experience, if any, etc. as provided in these rules. Being allowed to take the examination shall not entitle the candidate to presumption of eligibility. The Examination Agency/Selection Committee or the Appointing Authority shall scrutinize later on the applications of such candidates only as qualify in the written examination and shall call only the eligible candidate for interview.
- (2) The candidates shall have to appear in the written examination and the candidates who obtained such marks as may be fixed by the Examination Agency/Selection Committee or the Appointing Authority in their discretion shall be summend by the Examination Agency/Selection Committee or the Appointing Authority for interview. The candidates summended by the Examination Agency/Selection Committee or the Appointing Authority for interview shall have to appear in interview. The allocation of marks for interview shall not be more than 10% of the total marks taken into account for the purpose of selection.

- (3) The Scheme and Syllabus of written examination shall be such as may be decided by the Authority, from time to time.
- (4) The decision of the Examination Agency/Selection Committee or the Appointing Authority regarding eligibility or otherwise of a candidate shall be final.

28. **Recommendations of the Examination/Selection Agency or the Appointing Authority.-** The Examination/ Selection Agency or the appointing authority, as the case may be, shall prepare a list of the candidates whom they consider suitable for appointment to the post concerned, arrange their names in the order of merit on the basis of marks obtained in the written examination/interview and forward the same to the Authority or the Appointing Authority as the case may be. The Examination/ Selection Agency or the Appointing Authority, as the case may be, shall not recommend any candidate who has failed to obtain a minimum of 40% marks in each of the papers of the competitive examination. The Selection Committee for the purpose shall consist of-

1.	The Additional commissioner (Admn.)	Chairman
2.	Deputy commissioner (Admn.)	Member-Secretary

The Chairman may co-opt one specialist:

29. Provided that,-

- (1) the percent fixed as above shall be relaxed by 5% for the candidates belonging to the Scheduled Castes and Scheduled Tribes.
- (2) the Examination/Selection Agency or the Appointing Authority, as the case may be, may also, to the extent of fifty percent of the advertised vacancies, keep names of suitable candidates on the reserve list. The Examination/Selection Agency, as the case may be, may on requisition, recommend such names in order of merit to the Appointing Authority within six months from the date on which the original list is forwarded by the Examination/Selection Agency to the Authority or Appointing Authority, as the case may be.

30. **Recruitment by the Board.-**Notwithstanding anything contained in this Part, if recruitment of any post included in the service is assigned to the Board by the Authority under the Rajasthan Services Selection Board Rules, 2014, the Board shall invite the applications and select the candidates.

31. **Disqualification for Appointment :-**

- (1) No candidate, who has more than one spouse living shall be eligible for appointment to the service unless the Authority, after being satisfied that there are special grounds permissible under the personal law for doing so, exempt any candidate from operation of this regulation.
- (2) No candidate who is married to a person having already a spouse living shall be eligible for appointment to the service unless the Authority, after being satisfied

that there are special grounds for doing so, exempt any candidate from the operation of this regulation.

- (3) No married candidate shall be eligible for appointment to the service if he/she had, at the time of marriage or at any time there after, accepted any dowry.

Explanation: For the purpose of this regulation, Dowry has the same meaning as in the Dowry Prohibition Act, 1961 (Central Act No. 28 of 1961).

- (4) No candidate shall be eligible for appointment to the service who has more than two children on or after 1.6.2002.

Provided that,-

- (i) the candidate having more than two children shall not be deemed to be disqualified for appointment so long as the number of children he/she has on 1<sup>st</sup> June, 2002, does not increase.
  - (ii) where a candidate has only one child from earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children.
  - (iii) the provision of above sub-regulations shall not be applicable to the appointment of a widow under regulation No. 7 of these regulations regarding Compassionate Appointment of Dependents of Deceased employees.
  - (iv) while counting the total number of children of a candidate, the child born from earlier delivery and having disability shall not be counted. any candidate who performed re-marriage, which is not against any law, and before such re-marriage he is not disqualified for appointment under this sub-regulation, he shall not be disqualified if any child is born out of single delivery from such re-marriage.
32. **Selection by the Appointing Authority.-** Subject to the provisions of regulations 9,10,11, 12 and 13, the Appointing Authority shall select candidates in the order of merit in the list prepared under rule 28:

Provided that inclusion of a candidate's name in the list confers no right to appointment unless the Appointing Authority is satisfied after such inquiry as may be considered necessary that such candidates are suitable in all other respects for appointment to the post concerned.

## PART-V

### PROCEDURE FOR RECRUITMENT BY PROMOTION

#### 33. **Criteria, Eligibility and Procedure for Promotion :**

- (1) As soon as the Appointing Authority determines the number of vacancies under regulation 14 of these regulations and decides that a certain number of posts are required to be filled in by promotion, it shall, subject to the provisions of sub-regulation (6), prepare a correct and complete list of the senior most persons who are eligible and qualified under these regulations for promotion on the basis of seniority cum merit to the class of post concerned.

- (2) The persons enumerated in column No.6 of Schedule shall be eligible for promotion to posts specified against them in column No.2 thereof to the extent indicated in column No.4 subject to their possessing minimum qualifications and experience, on the first day of the month of April of the year of selection as specified in column 7.
- (3) No person shall be considered for first promotion in the service unless he/she is regularly selected on the post from which promotion is to be made in accordance with one of the methods of recruitment prescribed under the provisions of these regulations.

Explanation:- In case direct recruitment to a post has been made earlier than regular selection by promotion in a particular year, such of the persons who are or were eligible for appointment to that post by both the methods of recruitment and have been appointed by direct recruitment first, shall also be considered for promotion.

- (4) No person shall be considered for promotion for three recruitment years from the date on which his promotion becomes due, if he/she has more than two children on or after 1<sup>st</sup> June, 2002:

Provided that,-

- (i) the person having more than two children shall not be deemed to be disqualified for promotion so long as the number of children he/she has on 1 June, 2002, does not increase.
  - (ii) where a person has only one child from the earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children.
  - (iii) while counting the total number of children of a person, the child born from earlier delivery and having disability shall not be counted.
  - (iv) any person who performed remarriage which is not against any law, and before such remarriage not disqualified for promotion under this sub- regulation, he shall not be disqualified with effect from 01-06-2002, if any child is born out of single delivery from such remarriage.
- (5) Selection for promotion on the post included in the service shall be made on the basis of seniority-cum-merit:
- (6) (i) The Zone of consideration of persons eligible for promotion shall be as under :-

<b>Number of vacancies</b>	<b>-</b>	<b>Number of eligible persons to be considered</b>
(a) for one vacancy	-	five eligible persons
(b) for two vacancies	-	eight eligible persons
(c) for three vacancies	-	ten eligible persons
(d) for four or more vacancies	-	three times, the number of vacancies.

- (ii) Where the number of eligible persons for promotion to higher post is less than the number specified above, all the persons so eligible shall be considered.
- (iii) Where adequate number of the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be, are not available within the zone of consideration as specified above, the zone of consideration may be extended to seven times the number of vacancies and the candidates belonging to the Scheduled castes or the Scheduled Tribes, as the case may be, (and not any other) coming within the extended zone of consideration shall also be considered against the vacancies reserved for them.
- (iv) For any post in the service, except otherwise provided in the schedule appended to these regulations:
  - (a) if promotion is from different categories of the posts in the same pay level in Pay Matrix, eligible persons up to two in number from each category of posts in the same Level in Pay Matrix shall be considered for promotion;
  - (b) if promotion is from more than one categories of posts carrying different Level of Pay Matrix, eligible persons in the higher Level of Pay Matrix shall be considered for promotion first and if no suitable person is available for promotion on the basis of merit or seniority cum merit, as the case may be, in the higher Level of Pay Matrix then only the eligible persons of other categories of posts in lower Level of Pay Matrix shall be considered for promotion and so on and so forth. The zone of consideration for eligibility in this case shall be limited to five senior most eligible persons in all.
- (7) Except as otherwise expressly provided in this regulation, the conditions of eligibility for promotion and procedure for selection shall be the same as prescribed elsewhere in these regulations.
- (8) The Appointing Authority shall consider the cases of all the senior most persons who are eligible and qualified for promotion to the class of post(s) concerned under these regulations keeping in view their health, ability, diligence and efficiency and shall prepare a list containing names of the persons found suitable on the basis of seniority-cum-merit as per the criteria for promotion laid down in these regulations, equal to the number of vacancies determined under these regulations. The list so prepared on the basis of seniority-cum-merit, shall be arranged in the order of seniority in the category of post(s) from which selection is made.
- (9) The Appointing Authority may also prepare a separate list on the basis of seniority-cum-merit as per the criteria for promotion laid down in these regulations, containing names of persons selected in the list prepared under sub- regulation (8) above to fill temporary or permanent vacancies which may occur subsequently. The list so prepared on the basis of seniority-cum-merit shall be arranged in the order of seniority in the category of posts from which selection is made. Such a list shall be reviewed and revised by the Appointing Authority that meets in the subsequent year and that such list shall remain in force till the end of the last day of the year for which the selection is made.

- (10) If in any subsequent year, after promulgation of these regulations, vacancies relating to any earlier year are determined under these regulations, which were required to be filled in by promotion, the Appointing Authority shall consider the case of all such persons who would have been eligible in the year to which the vacancies relate irrespective of the year in which the Appointing Authority consider and such promotion shall be governed by the criteria and procedure for promotion as was applicable in the particular year to which the vacancies relate and the service/experience of an incumbent who has been so promoted, for promotion to higher post for any period during which he has not actually performed the duties of the post to which he would have been promoted, shall be counted. The pay of a person who has been so promoted shall be re – fixed at the pay which he would have derived at the time of his promotion but no arrears of pay shall be allowed to him.
- (11) The Commissioner may order for the review of the selection of the Appointing Authority held earlier on account of some mistake or error apparent on the face of record, or on account of a factual error substantially affecting the decision of the Appointing Authority or for any other sufficient reasons e.g. change in seniority, wrong determination of vacancies, judgement/direction of any Court or Tribunal, a punishment inflicted on him/her is set aside or reduced. The concurrence of the Commissioner shall always be obtained before the review.
- (12) Appointments shall be made by the Appointing Authority with the approval of the Secretary, JDA, taking persons out of the lists prepared under preceding sub – regulation (9) in the order in which they have been placed in the lists, till such lists are exhausted or reviewed and revised or remain in force, as the case may be.
- (13) The Authority may issue instructions for provisionally dealing with promotions, appointments or other ancillary matters in an equitable and fair manner of persons who may be under suspension, or against whom departmental proceedings is under progress, at the time promotions are considered to a post to which they are eligible or would have been eligible but for such suspension or pendency of such enquiry or proceedings.
- (14) The provisions of this regulation shall have effect notwithstanding anything to the contrary elsewhere in any provision of these regulations.
34. **Restriction of promotion of persons foregoing promotions.-** In case a person on his/her appointment by promotion to the next higher post either on the basis of urgent temporary appointment or on regular basis, foregoes such an appointment through his/her written request, and if the concerned Appointing Authority accepts his/her request, the person concerned shall be debarred from consideration for promotion (both on the basis of urgent temporary appointment or on regular basis) for subsequent two recruitment years for which the Committee is held and the name of such person who foregoes promotion shall not be included in the seniority –cum-eligibility list to be placed before the Committee for subsequent two recruitment years.

**PART-VI****APPOINTMENT, PROBATION AND CONFIRMATION**

35. **Appointment to the Service.-** Appointment to the post(s) in the service by direct recruitment or by promotion, as the case may be, shall be made by the Appointing Authority on occurrence of substantive vacancies from the candidates selected under regulation 32, in the order of merit and by promotion from the persons selected under regulation 33.

36. **Urgent Temporary appointment :**

- (1) A vacancy in the service which can not be filled in immediately either by direct recruitment or by promotion under these regulations may be filled in by the authority competent to make appointment by appointing in an officiating capacity thereto a person eligible for appointment to the post by promotion or by appointing temporarily thereto a person eligible for direct recruitment to the service, where such direct recruitment has been provided under the provisions of these regulations:

Provided that:-

- (i) such an appointment will not be continued beyond a period of one year without referring the case to the next higher authority for concurrence, and shall be terminated immediately on its refusal to concur.
- (ii) In respect service or a post in the service for which both the methods of recruitment have been prescribed, the Authority competent to make appointment shall not, save with the specific permission of the Commissioner, JDA, fill the temporary vacancy against the direct recruitment quota by a whole time appointment for a period exceeding three months, otherwise than out of person eligible for direct recruitment and after a short term advertisement.
- (2) In the event of non-availability of suitable persons, fulfilling the requirements of eligibility for promotion, Authority may, notwithstanding the condition of eligibility for promotion required under sub-rules (1) above, lay down general instructions for grant of permission to fill the vacancies on urgent temporary basis subject to such conditions and restrictions regarding pay and other allowances as it may direct.

37. **Period of Probation:-**

- (1) A person entering the service by direct recruitment against a clear vacancy shall be placed as the Probationer-trainee for a period of two years:

Provided that any period after such appointment during which a person has been on deputation on a corresponding or higher post shall count towards the period of probation.

- (2) During the period of probation specified in sub-regulation (1), each probationer trainee may be required to pass such Departmental Examination and to undergo such training as the Authority may, from time to time, specify.



Explanation: In case of a person who dies or is due to retire on attaining the age of superannuation, the period of probation shall be reduced so as to end one day earlier on the date immediately preceding the date of his death or retirement from service of Authority.

38. **Unsatisfactory progress during probation.-** If it appears to the Appointing Authority, at any time, during or at the end of the period of probation, that services of a probationer trainee are not found to be satisfactory, the Appointing Authority may revert him/her to the post on which he/she is regularly selected immediately preceding his/her appointment as probationer-trainee or in other cases may discharge or terminate him/her from service. The Appointing Authority shall accord appropriate opportunity to the probationer-trainee before final orders are passed in this respect:

Provided that the Appointing Authority may, if it so thinks fit in any case or class of cases, extend the period of probation of any probationer-trainee by a specified period not exceeding one year.

39. **Confirmation.-**A person placed on probation under regulation 37 shall be confirmed in his/ her appointment at end of his/ her period of probation, if,-

- (a) he/she has passed the Departmental Examination and has successfully undergone such training, as the Authority may, from time to time specify;
- (b) he/she has passed a Departmental Test of proficiency in Hindi; and
- (c) the Appointing Authority is satisfied that his/her integrity is unquestionable and that he/she is otherwise fit for confirmation.

40. **Confirmation in certain cases :-**

- (1) Notwithstanding anything to the contrary contained in the preceding regulation, a person appointed to a post in the service temporarily or on officiating basis, who, after regular recruitment by any one of the methods of recruitment prescribed under these regulations, has not been confirmed within a period of six months after satisfactory completion of the period of probation of two years service in case he is appointed by direct recruitment or within a period of one year's service in case he is appointed by promotion, shall be entitled to be treated as confirmed in accordance with his/her seniority, if,-
  - (i) he / she has worked on the post or higher post under the same Appointing Authority or would have so worked but for his/her deputation or training;
  - (ii) he/she fulfils conditions as are prescribed under regulations relating to confirmation subject to the quota prescribed under these regulations; and permanent vacancy is available in the Authority.
- (2) If an employee referred to in sub regulation (1) above fails to fulfill the conditions mentioned in the said sub- regulation (1) above by one year. If the employee still fails to fulfill the conditions mentioned in sub- regulation (1) above, he/she will be liable to be discharged or terminated from such post in the same manner as a

probationer or reverted to his substantive or lower post, if any, to which he/she may be entitled.

- (3) The employee referred to in sub-regulation (1) above, shall not be debarred from confirmation after the said period of service if no reasons to the contrary about the satisfactory performance of his/her work are communicated to him/her within the said period of service.
- (4) The reasons for not confirming of any employee referred to in sub-regulation (1) above shall be recorded by the Appointing Authority in his Service Book and Annual Performance Appraisal Report.

Explanation:

(i) Regular recruitment for the purpose of this regulation shall mean,-

- (a) appointment by either method of recruitment or an initial constitution of service in accordance with the regulation No.5;
- (b) appointment by transfer after regular recruitment where the Service Regulations specifically permit;
- (c) person who have been made eligible for substantive appointment to a post under the regulations shall be treated as having been regularly recruited;

Provided that it shall not include urgent temporary appointment or officiating promotion, which is subject to review and revision.

- (ii) Persons who hold lien on another cadre shall be eligible to be confirmed under this regulation and they will be eligible to exercise an option whether they do not elect to be confirmed on the expiry of two years of their temporary appointment under this regulation. In the absence of any option to the contrary, they shall be deemed to have exercised option in favor of confirmation under this regulation and their lien on the previous post shall cease.

41. **Seniority:** - Seniority of persons appointed to the post encadred in the service shall be determined from the date of appointment on the post after regular selection in accordance with the provisions of these regulations. Appointment on ad hoc or urgent temporary basis shall not be deemed to be appointment after regular selection:

Provided that :-

- (i) the inter-se seniority of persons appointed to a post in a particular category by direct recruitment on the basis of one and the same selection, except those who do not join Service when a post is offered to them, within a period of six weeks from the date of issue of order or longer, if extended by the Appointing Authority, shall follow the order in which their names have been placed in the list prepared by the Examination/Selection Committee under regulation 28;

- (ii) if two or more persons are appointed to the service during the same year, a person appointed by promotion shall be senior to a person appointed by direct recruitment;
- (iii) the persons selected and appointed as a result of a selection, which is not subject to review and revision, shall rank senior to the persons who are selected and appointed as a result of subsequent selection;
- (iv) the seniority inter-se of persons selected on the basis of seniority cum merit and on the basis of merit in the same selection shall be the same as in the next below grade;
- (v) reservation for Scheduled Castes and Scheduled Tribes employees, with consequential seniority, shall continue till the roster points are exhausted, and adequacy of promotion is achieved. Once the roster points are complete the theory of replacement shall thereafter be exercised in promotion whenever vacancies earmarked for Scheduled Castes / Scheduled Tribes employees occur.

Explanation: "Adequate representation" means 16% representation of the Scheduled Castes and 12% representation of the Scheduled Tribes in accordance with the roster point.

42. **Appointment of other persons.-** In the event of non-availability of eligible persons of the Authority, the Authority may appoint persons on deputation, initially for two years which may be extended for one year. However, if the performance of an employee appointed on deputation is not found satisfactorily he/she may be sent back to his/ her parent organization before expiry of deputation period.

## PART-VII

### PAY

43. **Scale of Pay.-**The scale of monthly pay of a person appointed to a post in the service shall be such as may be admissible under the rules referred to in regulation 44 or as may be sanctioned by the Authority from time to time.
44. **Pay during probation.-** A probationer trainee appointed to the service by direct recruitment, shall be paid monthly fixed remuneration during the period of probation at such rates as may be fixed by the Authority, from time to time:

Provided that an employee having been regularly selected as per provisions of recruitment regulations in the Authority service may be allowed emoluments in his/her own pay scale in the existing pay scale of the post during service as probationer trainee or fixed remuneration of the new post, whichever is advantageous to him/her.

45. **Rules and Regulations of Pay, Leave, Allowances, Pension, Contributory Pension etc.-** Except as provided in these regulations, the pay, allowances, pension/contributory Pension, leave and other conditions of service of the members of the service shall be regulated by,-

- (i) the Rajasthan Service Rule, 1951, as amended from time to time,
- (ii) the Jaipur Development Authority Services (Classification, Control and Appeal) Regulations, 1984, as amended from time to time;
- (iii) the Rajasthan Traveling Allowance Rules, 1971, as amended from time to time;
- (iv) the Jaipur Development Authority Services (Conduct) Regulations, 1984, as amended from time to time;
- (v) the Rajasthan Civil Services (Pension) Rules, 1996, as amended from time to time;
- (vi) the Rajasthan Civil Services (Revised Pay Scales) Rules, 1998, as amended from time to time;
- (vii) the Rajasthan Civil Services (Contributory Pension) Rules, 2005, as amended from time to time;
- (viii) the Rajasthan Civil Services (Revised Pay) Rules, 2008, as amended from time to time,
- (ix) the Rajasthan Civil Services (Revised Pay) Rules, 2017, as amended from time to time,
- (x) any other regulations prescribed general conditions of service made by the Authority under Section 96 read with Section 9 of the Jaipur Development Authority Act, 1982 (Act No. 25 of 1982), and
- (xi) any other rules/ regulations prescribing general conditions of service made by the Appropriate Authority under the proviso to Article 309 of the Constitution of India as adopted by the J.D.A. and for the time being in force.

## PART-VIII

### MISCELLANEOUS

46. **Removal of Doubts.-** If any doubt arises relating to the application, interpretation and scope of these regulations, it shall be referred to the Government in the Department of Personnel whose decision thereon shall be final.
47. **Repeal.-** The Jaipur Development Authority Class IV Services (Recruitment & Other service conditions) Regulations, 1984 and all regulations and orders in relation to matters covered by these regulations and in force immediately before the commencement of these regulations are hereby repealed.

Provided that any action taken under the regulations and orders so repealed shall be deemed to have been taken under the provisions of these regulations.

48. **Power to relax regulations.-** In exceptional cases where the Commissioner is satisfied that operation of the regulations relating to age or regarding requirement of experience for recruitment causes undue hardship in any particular case or where the J.D.A. is of the opinion that it is necessary or expedient to relax any of the provisions of these regulations with respect to age or experience of any person, it may, with the concurrence of the Executive Committee, by order dispense with or relax the relevant provisions of these regulations to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner:

Provided that –

- (i) such relaxation shall not be less favorable than the provisions already contained in these regulations;
- (ii) relaxation in the prescribed period of service or experience under this regulation shall only be granted to the extent of 1/3 period of the service or experience prescribed for promotion to any post before selection by the Appointing Authority;
- (iii) where the prescribed period of experience for promotion to any post is less than 6 years, the committee constituted by the Executive Committee may consider the cases where forty five percent or more posts are vacant. The committee is empowered to suggest the quantum of relaxation in experience which may be granted in such cases to address the issue of large number of vacancies in promotional posts subject to condition that such relaxation in experience shall not be more than two years.

**SCHEDULE**

S. No.	Name of the Post	Method of Recruitment with percentage		Minimum qualification ns & experience for direct recruitment	Post from which promotion is to be made	Minimum qualification ns and experience required for promotion	Remarks
		Direct Recruitment	Promotion				
1	2	3	4	5	6	7	8
1.	Jamadar	-	100%	-	1. Peon 2. Equivalent posts sanctioned for office work in lowest scale,	5 years experience on the post mentioned in Column No. 6.	-
2.	1. Peon 2. Equivalent posts sanctioned for office work in lowest scale	100%	-	8th passed from a recognized school.	-	-	-

[No. F. JDA /sidhibharti/2021/part-2]

By Order,

Nalini Kathotia,  
Secretary.

Government Central Press, Jaipur.